

CONCORDIA UNIVERSITY

Council of the Faculty of Arts and Science

Minutes of the meeting held on Friday, September 8, 1995

- Present:** G. Valaskakis; F. Lowy; J. Lightstone; M. Yates; B. Harris; P. Bird; M. Danis; J. Jans; J. Woodsworth; R. Martin; J. Appleby; B. Litner; S. Ruby; M. Brian; D. Brown; B. Gilsdorf; B. Sahni; R. Schmid; D. Sheps; P. L'Hérault; J. Sullivan; A. Nash; D. Frost; M. Singer; J. Fiset; E. Raudsepp; H. Shulman; A. Galler; W. Byers; M. Malik; A. Teffeteller; M. Clarke; R. Sharma; G. Alfred; A. Schwartzman; I. Robinson; C. Maillé; S. Hoecker-Drysdale; A. Sharma; C. Potworowski; J. Bottenburg; M. Pruska-Carroll.
- Regrets:** D. Markiewicz; D. Salée; D. Dicks.
- Absent:** R. Pallen; A. Ahmad.
- Guests:** T. Arbuckle-Maag; K. Bohl; J. Chaikelson; D. Chambers; J. Drysdale; R. Duranceau; A. McAusland; K. McMurray; M. Mendell; H. Patenaude.

Documents considered and/or distributed at this meeting:

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| ASFC-95-5M-A | Elections/Ratification |
| ASFC-95-5M-B | Standardization of Contact Hours for Undergraduate Lecture Courses |
| ASFC-95-5M-C | Proposal Concerning Open Registration |

1. Call to Order

Dean Valaskakis called the meeting to order at 2:07 p.m.

Dean Valaskakis welcomed all new and returning members to Council and wished all a productive and successful academic year.

Dean Valaskakis explained that Council minutes provide the resolutions and/or actions approved at the meeting. Detailed minutes of any discussion could be included in the minutes at the request of a member of Council before the end of the meeting.

Dean Valaskakis outlined the voting procedures at ASFC. The Dean would always ask Council if a vote was required. Unless a vote was requested, the motion or action would be acknowledged by the Dean as having passed. Upon request, a vote would be taken by a show of hands or, in unusual circumstances, by secret ballot.

Dean Valaskakis asked all members to stand and introduce themselves to Council.

2. Approval of Agenda

- 95-5M-1** It was moved and seconded (Raudsepp/Teffeteller) that the agenda be approved as circulated.
Carried.

3. Approval of Minutes of May 23, 1995

- 95-5M-2** It was moved and seconded (Robinson/Litner) that the minutes be approved as circulated.
Carried.

4. Remarks from the Chair

The Fall Chairs' Retreat was held early this year to consider two items. The first item was the "Goals and Objectives" of the Faculty of Arts and Science. This had been discussed at the Spring Retreat to be submitted to SCAPP in the Fall. The document was available to the university community on the Arts and Science web-server. These goals and objectives were apt to be changed in the spring as the Faculty looked to the following year. The second document was a planning document which proposed a process for restructuring, rethinking, reshaping and planning for the future of the Faculty of Arts and Science. This document led into the Faculty's self-appraisal. The Dean believed that the self-appraisal process would best serve the Faculty of Arts and Science if it looked to planning for our future. The Arts and Science Self-Appraisal Committee would be chaired by Dr. June Chaikelson. A condensed version of the second document would be sent to all members of the Faculty in the upcoming Newsletter and would be available, as well, on the Arts and Science web-server.

The Dean informed Council that Vice-Deans Marcel Danis and Peter Bird would be pleased to visit any and all departments to discuss either or both of these documents.

The Faculty Newsletter would be issued on a regular basis.

5. Introduction to the Rector, Dr. Frederick Lowy

Dean Valaskakis introduced Dr. Lowy, Rector and Vice-Chancellor, with great pleasure and anticipation.

Dr. Lowy thanked Council for allowing him to speak at its first meeting. He said that he had been meeting people and getting to know the university and the issues. He thanked everyone in the community for the warm welcome he has received. He noted that a great deal had been written and said about raising morale and things which needed to be fixed. However, he was very glad to see the high level of optimism at Concordia. He believed that the role of the Administration was to enable the teaching and research that was carried out by all members of the university.

Dr. Lowy noted that although the budget looked daunting this situation was not scary. He said that the climate of cooperation among Quebec universities was much greater than in other provinces and that there was a great willingness to work together to explore ways for the Montreal universities to share resources.

6. Introduction to the Vice-Rector, Academic, Dr. Jack Lightstone

Dean Valaskakis introduced, and welcomed Dr. Lightstone, Vice-Rector with pleasure.

Dr. Lightstone said that he, too, had been made welcome. He said that he looked forward to working with Dr. Lowy. He acknowledged that many had high expectations of him and promised to do his best. He had been talking to groups and individuals over the past few months, both formally and informally.

Dr. Lightstone informed Council that he was beginning to formulate, provisionally, the role of his office and its priorities. Some of these priorities were: to implement a workable planning process for the next few years; to streamline and focus the appraisal process so that it would respond to the planning process; to support the renewal of teachers; to devise programs to help students pass their first year at University, successfully; to continue to foster and find new ways to fund research; and to shorten the time and streamline the process of curriculum change.

Dr. Lightstone reported that his non-salary budget had been cut by 50%. He was redefining the role and function of his office. He had downsized his staff by eliminating the Associate Vice-Rector Academic, Curriculum and Planning. He had taken the major dossiers from that position and had asked faculty members to assume those tasks for the standard stipend. He believed the net result would be a saving of approximately \$70,000 per year.

7. Questions and Announcements

Dean Valaskakis announced that the Faculty of Arts and Science seemed to be up in enrolment but, more importantly, head and seat count seemed to be up as well; she cautioned however that we would have to await the FTE figures which would be available early October. Dean Valaskakis pointed out that while enrolments might not be as low as anticipated, our numbers were still lower when compared to a few years past.

Dean Valaskakis announced that the Faculty Council meeting of November 24 had been changed to December 1 at 9:30 a.m. as Convocation was being held that day.

Dr. Singer spoke of his concern that the Loyola Campus was being undermined by the loss of student services, and other offices, due to budget cuts. He asked how the planned closure of Registrar's Services at Loyola would affect Arts and Science.

Mr. Martin, the Assistant Registrar, responded that the move to a central service downtown was due both to budget constraints and the number of students served at the Loyola office which had been declining dramatically over the past few years. There would be automated self-service for grades and student records. The bottom line was that \$140,000 had to be cut. The anticipated date of closure at Loyola was October 1, 1995.

Dean Valaskakis said that the implication for Arts and Science would be to move the greater part of our student services downtown and to maintain a smaller office at Loyola. She said that we would continue to monitor the situation.

Dr. Singer asked Steering Committee to look at the drift away from the Loyola Campus and to examine whether Arts and Science could be more pro-active in trying to maintain the status and value of the Loyola campus.

Dean Valaskakis said that she would bring this to Steering Committee and also reminded Dr. Singer that he could bring this issue to Council as a Notice of Motion. She pointed out that this would be one of the issues to be considered by the Faculty's Self-Appraisal Committee.

Dr. Potworowski asked for comment on the 600% increase in parking fees.

Dean Valaskakis informed Council that the Chairs had passed a resolution at the Retreat requesting that the increase in Loyola parking fees be reconsidered. This was sent by the Dean's office to the Vice-Rector, Finance but had not yet received a reply.

Dr. Gilsdorf noted that though morale was better at the University, the increase in

parking fees by 600%, especially for staff members, was not doing morale much good. He suggested that the parking rates be tied to salaries. He knew of one staff member at Loyola who would have to work two weeks per year to pay for this increase in fees. He said that this was a terrible blow to staff morale, especially those who were being asked to assume more work due to the retirement program that was underway.

Dean Valaskakis mentioned that the Chairs in their resolution had suggested that the parking fees be assessed on the basis of location, the most expensive being the forecourt of the Administration building.

Dr. Ruby asked if the Faculty Self-Appraisal Committee would be given a written mandate before starting their task. She felt that for them to develop their mandate and complete the report by January 15 would be too tight.

Dean Valaskakis responded that the Committee had a very strong and defined mandate.

Dr. Byers informed Council that the Self-Appraisal Committee had met for the first time that morning. He invited everyone to send their concerns or comments to them as soon as possible. He noted that one of the issues already on the table for discussion was the future of the Loyola campus.

Dr. Byers felt that the non-academic sector made decisions that had a large impact on the academic sector without prior consultation. He understood the financial constraints we were all under but cautioned that decisions which could do more harm than good should be carefully considered before implementation.

8. Reports from Other University Bodies

Board of Governors: Dr. Arbuckle-Maag reported that the document, Policy Concerning Remuneration of Senior Administrators at Concordia University, had been approved during the summer and had been published in *Concordia's Thursday Report*. She noted that the old policy had been rescinded; the new policy applied to everyone hired after its approval. The new policy did not contain provision for research grants but did make available a professional development allowance to be available from the level of Vice-Dean up. She noted that one main point in the new policy was that the issue of a new administration hire, from outside the university, continuing in an academic position at Concordia after the term of office must be addressed at time of hire. The policy did not state that tenure on appointment was to be given but that this issue must be settled at the time of hire. She said that another main point was that when an administrator returned to CUFA after a term in office, they were to receive an administrative leave at the administrator-level salary

and then be returned to their nominal academic salary.

Dr. Singer asked if the issue of the high salaries which senior administrators received under the old policy, and would continue to receive when they returned to their academic appointments would still be addressed.

Dr. Arbuckle-Maag responded that the new policy specified that persons covered under the previous policy would remain under the old one. However, as far as she was concerned, the issue was still on the table and she would bring it back to the Board of Governors' Personnel Committee.

Dr. Lowy said that the issue was under review and that the University was looking at the legal options they might have.

9. Elections/Ratification

Arts and Science Faculty Council Steering Committee

Dr. W. Byers (LUCC)

Dr. W. Gilsdorf (COMS)

Dr. S. Hoecker-Drysdale (SOCI)

Dr. A. Teffeteller (MODL)

Elected by secret ballot.

Faculty Self-Appraisal Committee

Dr. R. Hale (RELI)

Dr. J. Herz (ENGL)

Dr. S. Hoecker-Drysdale (SOCI)

Prof. H. Shulman (POLI and LBCL)

Ken McMurray (ENGL) - undergraduate student

Elected by secret ballot.

Advisory Search Committees for the Appointment of Principal/Director 1996/97

College	Current Director/Principal	ASFC Member
Simone de Beauvoir	Dr. C. Maillé, Acting	Dr. Edmund Egan (PHIL)

Acclaimed.

Advisory Search Committees for the Appointment of Chair 1996/97

Department	Current Chair	ASFC Member
Communication Studies	Dr. W. Gilsdorf, Acting	Dr. Jack McGraw (PHIL)
Economics	Dr. J. O'Brien, Acting	Dr. Sylvia Ruby (BIOL)
History	Dr. M. Singer, Acting	Prof. H. Shulman (LBCL)

Acclaimed.

Arts and Science Computer Resources Committee

Professor Hal Thwaites (COMS)

Acclaimed.

Arts and Science Faculty Committee on the Status of Women

Professor Elizabeth Seddon (ENGL), Part-time faculty representative

Ratified.

Arts and Science Faculty Panel (Academic Regulations Regarding Cheating)

Dr. Jim Grant (BIOL), regular member

Dr. Homa Hoodfar (SOCI), regular member

Dr. Sharzad Mojab (APSS), regular member

Dr. Norma Joseph (RELI), alternate member

Dr. Mariana Frank (PHYS), alternate member

Acclaimed.

Arts and Science Committee on Honourary Degrees

Professor Katherine Waters (ENGL)

Acclaimed.

Arts and Science Faculty Committee to Supervise Elections

Dr. Lois Baron (EDUC)

Acclaimed.

Arts and Science Faculty Appeal Committee (Regulations Regarding Academic Re-evaluation)

Dr. R. Sharma (PHYS) (two-year term)

Acclaimed.

Arts and Science Part-time Faculty Elections Committee

Professor Pierre Fregeau (POLI)

Professor Leslie Cohen (PSYC)

Professor Maria Peluso (POLI)

Ratified.

University Senate

Dr. Vijay Rajiva (POLI), Part-time representative

Ratified.

Undergraduate Scholarships and Awards Sub-Committee of Senate

Dr. Chantal Nadeau (COMS) (three-year term)

Acclaimed.

Graduate Awards Committee

Dr. Frederick Bird (RELI), Social Sciences representative (3-year term)

Acclaimed.

NOTICE OF ELECTION**Arts and Science Faculty Council Meeting of October 20, 1995****Arts and Science Faculty Council**

Sixteen (16) undergraduate students (1-year terms)

Two (2) graduate students (1-year terms)

Arts and Science Faculty Council Steering Committee

Two (2) undergraduate students (1-year terms)

Arts and Science Faculty Self-Appraisal Committee

One (1) undergraduate student (1-year term)

One (1) graduate student (1-year term)

Advisory Search Committees for the Appointment of Chair 1996/97

Department

Current Chair

ASFC Member

Classics

Dr. A. Teffeteller, Acting

Arts and Science Computer Resources Committee

One (1) undergraduate student (1-year term)

One (1) graduate student (1-year term)

Arts and Science Faculty Curriculum Committee

One (1) undergraduate student (1-year term)

One (1) graduate student (1-year term)

Arts and Science Faculty Committee on the Status of Women

One (1) undergraduate student (1-year term)

One (1) graduate student (1-year term)

Arts and Science Faculty Panel (Academic Regulations Regarding Cheating)

Six (6) undergraduate students (1-year terms)

Arts and Science Faculty Appeal Committee (Regulations Regarding Academic Re-evaluation)

Three (3) undergraduate students to serve as regular members (1-year terms)

Three (3) undergraduate students to serve as alternate members (1-year terms)

Arts and Science Faculty Honours Committee

One (1) undergraduate student (1-year term)

10. **Standardization of Contact Hours for Undergraduate Lecture Courses (ASFC 95-5M-B)**

Dean Valaskakis moved Council into a Committee of the Whole for a discussion period of 20 minutes.

95-5M-3 It was moved and seconded (Hoecker-Drysdale/Gilsdorf) that Arts and Science Faculty Council requests that the Faculty Curriculum Committee study the matter of standardization of day and evening courses and the length of classes in the Faculty in relation to that in other Faculties within the University and the Province, and report their findings and recommendations to Council for discussion during this academic year.
Carried.

95-5M-4 It was moved and seconded (Shulman/Teffeteller) that the Director of the Centre for Mature Students be added to the membership of the Faculty Curriculum Committee at the time when that committee discussed the issue of standardization of day and evening courses.
Carried: 20 in favour; 6 opposed; 5 abstentions.

11. **Proposal Concerning Open Registration (ASFC 95-5M-C)**

Dean Valaskakis moved Council into a Committee of the Whole for a discussion period of 15 minutes.

It was decided that this item would be brought back to Council later in the term when registration statistics were available and complete. Dean Valaskakis asked that Dr. Woodsworth and Mr. Chambers accumulate these statistics and any other pertinent information for Council and that they forward them to Steering Committee. Steering Committee would then bring the proposal back to Council for a full discussion.

12. **Other Business**

There was no other business.

13. Notices of Motion

Professor Shulman asked that the nature of student representation and voting procedures at the departmental and university levels be considered and brought to Council for discussion.

14. Next Meeting of Council

Dean Valaskakis reminded Council that the next meeting of Council would be held on Friday, October 20, 1995.

15. Adjournment

95-5M-5 It was moved and seconded (Schwartzman/Potworowski) that the meeting be adjourned at 3:50 p.m.